

**Lebanon Board of Finance
Minutes of March 20, 2012
Regular Meeting**

Members present: Liz Charron, Chairman, Glen Coutu, Vice Chairman, Donald Anderson, Greg LaFontaine, Betsy Petrie, and David Scata.
Alternates present, Diane Malozzi (alt.)

Also present

Selectman: John Bendoritis

Town Planner: Phil Chester

Cemetery Commission: Howard Wayland, Chairman

Board of Education: Melissa Hofmann, Chairman Darcy Battye, Sandra

Tremblay, Jim Mello

Janet Tyler Supt of Schools

Item A. Call to Order

The meeting was called to order at 8:00 p.m. by L. Charron.

**Item B. Review and Consider Accepting Minutes of Previous Meetings
February 21, 2012 Regular Meeting:**

Glen Coutu moved to approve the minutes of February 21, 2012. Motion was seconded by Don Anderson. Motion passed 5 yes and 1 abstention (David Scata)

February 28, 2012 Special Meeting:

Don Anderson moved to approve the minutes of February 28, 2012 special meeting.. Motion was seconded by G. Coutu. Motion passed with 5 yes and 1 abstention (Greg Lafontaine).

**Item C. Correspondence
None Received**

**Item D Monthly Expenditures
TOWN**

V. Calvert distributed monthly expenditures.

400, Legal Expenses. This account will be over based on personnel issues and other matters. V. Calvert will work with J. Okonuk to review and have projections for next month.

Dix Works, \$2900 invoice is for the WPCA bond. V. Calvert to work with J. Okonuk to identify appropriate account.

#445 Social Services. Unexpected expenses to relocate 2 residences during storm.

Item D. Monthly Expenditures (continued)

#420 Police services, No invoice yet from State for State Police.

480 Insurance, on track

It was suggested that V. Calvert footnote when BOF uses contingency funds. L. Charron to provide previous form used by BOF for this purpose.

TOWN

At next meeting BOF will review revenue expectations for 2011-2012.

TIP report was distributed. Request to see funds expended from TIP for this current budget year for next meeting.

Board of Education

Janet Tyler distributed BOE expenses for current fiscal year through February 29, 2012. (ATTACHED)

Due to sub account #560, School Tuition, being exceeded the BOE has in place measure not to over expend the budget.

Revenue discussion. Ag and regular ed tuition has shortfall for the current budget year causing current revenue projections to be short approximately \$145K. Janet indicated that the BOE has had discussions with other towns to have tuition students come to Lebanon. Has not yet had an impact.

It was suggested that the BOF inform the Town of the shortfall at the Town meeting.

Motion made by David Scata and seconded by Greg Lafontaine to consider and act on information about the ongoing well project at the Lebanon Middle School. Motion passed unanimously.

Janet Tyler distributed three documents and presented an update of the ongoing well issues. (ATTACHED).

Initial project (5K allocated from contingency last month) was to have well at Middle School pass DPH water testing requirements. Work completed and well now passes DPH standards.

Phase 2 is to re-route Drain Pipe. Invitations to bid were sent out and 5 bids were received. BOE awarded bid to Cunningham construction. Cost of entire project, \$48,000.

Motion made by B. Petrie, seconded by G. Lafontaine to expend up to 48K for middle school drainage reconstruction project with funds coming from contingency. Motion passes unanimously.

Item E. Subcommittee Updates

None

Item F. New Business

1. Discuss proposed cemetery land acquisition with Selectman. J. Bendoritis distributed a map of the area of a proposed new cemetery. (ATTACHED) H. Wayland (cemetery commission) discussed the need for cemetery land as only 13 plots available for sale at present cemetery. This land was attractive due to the soil types for cemetery land and adjacent land being available for possible access to airline trail and river. Selectman have put an option on the property that is valid until end of fiscal year. Funding not worked out but cemetery commission has a fund of approximately 82K, with other funding considerations from fund balance and open space account.
BOF took no action but will review it at the meeting on April 17.
BOF cited not knowing fund balance figures and year end projections and school bonding audit project. It was felt that with 30 additional days we would have better figures to act on the proposal. Goal from Selectman to have this acted on at Annual Town meeting.

2. Review budgets for
 - a. Revenues
 - b. 492 contingency
 - c. 480 FICA/Medicare
 - d. 480 Insurances
 - e. 480 Pension plan
 - f. 480 Unemployment
 - g. 490 Debt/principal
 - h. 490 Debt/interest

V. Calvert distributed updated information regarding above accounts and identified increases and decreases and reasons for them.

G. Other

Motion to consider and act on increase the stipend for the Clerk of the BOF.
Motion made by G. Coutu and seconded by D. Anderson.

L. Charron indicates the fee has not been changed for 4 years and fee is \$70.00. Motion made by G. Coutu and seconded by D Anderson to increase the fee to 75.00 per meeting. Motion passes unanimously.

Motion to adjourn by D. Scata and seconded by G. Coutu at 9:57 pm
Motion passes unanimously.

Secretary
Betsy Petrie